

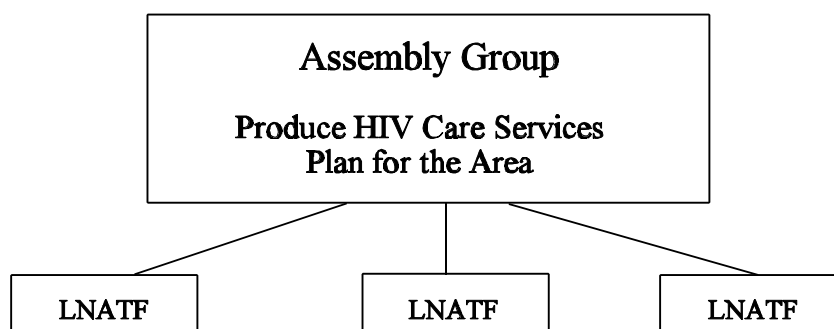
Planning Structure for HIV Services Planning Areas

The HIV services planning body is be a task-driven structure, that will support the creation of an HIV care services plan for the new planning area. The planning structure should support the larger mission of creating an HIV care services plan for the area.

Assembly Group

In order to create the HIV care services plan, the planning area needs one planning group, called an “Assembly Group”. The membership of the Assembly Groups can include clients, HIV care and prevention service providers from throughout the planning area. It is the responsibility of the larger Assembly Group to:

- Meet the core competencies for area planning bodies.
- Conduct the business of the area planning body including, governing rules, bylaws development, committee assignments and oversight, and establishing a working relationship with the administrative agency providing support for the area planning body.
- Coordinate and monitor the collection and application of needs assessment data and address compliance with the Statewide Coordinated Statement of Need (SCSN) guidelines.
- Develop service priorities based on needs assessment data from the Local Needs Assessment Task Force (LNATF).
- Coordinate and allocate resources in the planning area based on needs assessment data from the LNATF.
- Determine and obtain technical assistance for the Assembly and LNATF.
- Produce/compile a comprehensive service delivery plan, that includes a continuum of care, the delineates clear outcomes.
- Identify members from local areas to participate on the Assembly.



Local Needs Assessment Task Force (LNATF)

The Assembly Group needs ongoing input regarding services that are needed within their area. The “Local Needs Assessment Task Force” or “LNATF”, will provide this input. The membership of the LNATF includes local participants that can assist in the tasks below. It is the responsibility of the LNATF to:

- Collect needs assessment data in their assigned areas according to SCSN guidelines.
- Involve a broad spectrum of participants to identify local service needs.
- Creatively identify ways to maximize consumer participation.

Establishing a LNTAF in every HSDA is not necessary. Some planning areas may wish to combine similar HSDAs in order to form one LNATF.